

1. The first step is to identify the problem. This involves understanding the current situation and what needs to be changed.

2. Next, we need to set clear goals. These should be specific, measurable, achievable, relevant, and time-bound.

3. Once goals are set, we can develop a plan. This plan should outline the steps needed to achieve the goals.

4. Implementation is the next step. This involves putting the plan into action and monitoring progress.

5. Finally, we need to evaluate the results. This involves comparing the actual outcomes with the goals and making adjustments as needed.

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(Assistant Examiner) 05/09/07 (Date)	O.G. Print Claim(s) 1 O.G. Print Figure 3